THE CITY OF ASHEVILLE

Staff Report

Council Meeting Date: March 14, 2023

Subject: Police Applicant Background Checks and Polygraph Testing Provider

Staff Resource(s): Elise Lewis, Financial Business Manager

Action Requested: Adoption of a resolution to allow the City Manager to execute on behalf of the City of Asheville a contract not to exceed $360,000 with US ISS Agency, LLC for a Police Applicant Background Check and Polygraph Testing Provider, to include the option to renew annually for two one-year extensions, upon budgetary approval by Council for each fiscal year.

Background:

- The Asheville Police Department (APD) is requesting approval from Council to contract with US ISS Agency, LLC to provide police applicant background checks and polygraph testing services.
- US ISS Agency, LLC was identified for award based on a Request for Proposal process.
- All Police Officer candidates and Civilian employees that work for APD must pass a background investigation and polygraph test before they are hired.
- APD is currently understaffed and does not have sworn administrative staff available to complete these hiring functions given the volume of new personnel needing to be vetted for hire.
- APD has also found having a dedicated vendor performing these processes has shortened turnaround time from APD working these internally with current limited staff.
- APD will execute a contract to include two optional renewals, planning to encumber $120,000 each year.

Council Goal(s):

- A Connected and Engaged Community

Committee(s):

- Environment and Safety Committee - February 28, 2023

Pro(s):

- Ensures the ability to better protect the safety of the residents of Asheville and Buncombe County by allowing as many sworn staff as possible to be available for patrol duties.

Con(s):

- Continued annual cost of contracting

Fiscal Impact:

- Funding for this contract is available in the Asheville Police Department operating budget.

Suggested Motion:

- Motion to allow for the adoption of a resolution authorizing the City Manager to execute on behalf

of the City of Asheville a contract not to exceed $360,000 with US ISS Agency, LLC for a Police Applicant Background Check and Polygraph Testing Provider, to include the option to renew annually for two one-year extensions, upon budgetary approval by Council for each fiscal year.

Attachment(s)

- Resolution

RESOLUTION NO. 23-____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ON BEHALF OF THE CITY OF ASHEVILLE A CONTRACT WITH US ISS AGENCY, LLC FOR A POLICE APPLICANT BACKGROUND CHECK AND POLYGRAPH TESTING PROVIDER, TO INCLUDE THE OPTION TO RENEW ANNUALLY FOR TWO ONE-YEAR EXTENSIONS, UPON BUDGETARY APPROVAL BY COUNCIL FOR EACH FISCAL YEAR

WHEREAS, the Asheville Police Department (APD) is requesting approval from Council to contract with US ISS Agency, LLC to provide police applicant background checks and polygraph testing services; and

WHEREAS, US ISS Agency, LLC was identified for award based on a Request for Proposal process; and

WHEREAS, All Police Officer candidates and Civilian employees that work for APD must pass a background investigation and polygraph test before they are hired; and

WHEREAS, APD is currently understaffed and does not have sworn administrative staff available to complete these hiring functions given the volume of new personnel needing to be vetted for hire; and

WHEREAS, APD will execute a contract to include two optional renewals, planning to encumber $120,000 each year; and

WHEREAS, APD already budgets for this expense in the annual Operating Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ASHEVILLE THAT:

The City Manager is hereby authorized to execute on behalf of the City of Asheville a contract not to exceed $360,000 with US ISS Agency, LLC for a Police Applicant Background Check and Polygraph Testing Provider, to include the option to renew annually for two one-year extensions, upon budgetary approval by Council for each fiscal year..

Read, approved and adopted this the 14th day of March, 2023.

_____ _____

City Clerk Mayor

Approved as to form:

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City Attorney